

MARICOPA COUNTY BOARD OF HEALTH MEETING MINUTES

Finance Committee

Monday, April 25, 2016

301 W. Jefferson Street, 10th Floor

Phoenix, Arizona 85003

Board of Supervisors Conference Room

Meeting was called to order at 2:30 p.m.

ROLL CALL:

Members Present:

Don Cassano

Nedra Halley

Kip Steill

Members Absent:

Francisca Montoya

ACTION ITEM:

1. Approval of Minutes: President Steill asked for a motion to approve the minutes from the BOH Finance Committee Meeting held on January 25, 2016. Motion was made by Ms. Nedra Halley to approve the BOH Finance Committee minutes as presented. Motion was seconded by Mr. Don Cassano and the motion passed unanimously.

DISCUSSION ITEMS:

1. Public Health Finance Report

Mr. Scot Pitcairn

Public Health has spent 70.1% of the General Fund allocation through the end of March, or 75% of the year. Spending year to date is below budget year to date by \$930,358; of this, \$537,583 is from vacancy savings. Public Health has spent 68.9% of the Grant Fund budget at the end of the third quarter. Of the net positive expenditure variance of 2.25 million, \$3,105,593 is in personnel and a negative (\$856,159) is in operations. The largest operating overages are in medical supplies and contractual temporary services. This is due in part to the grant-year-end spending for our larger grants such as WIC, SNAP-ED, and Healthcare for the Homeless. Grant revenues as of the end of the third quarter are \$4.1 million short of budgeted expenditures. Most of this negative variance results from deferred revenue adjustment from last August made by downtown Finance to reflect revenues that belonged to grant in the prior fiscal year. The department lost several First Things First grants this year. Three of the Oral Health program grants have been consolidated into one larger grant. Public Health has spent 61.1% of our expenditure budget at the end of the third quarter. Compared to budget YTD, expenditures are under budget \$768,069. The program most underspent is Vital Registration. However, this variance includes the one-time spending for setting up a new office to replace St. Mary's Food Bank office. There has been a delay in locating a new site; as a result, the program will request to carry forward the spending authority into next year in the amount of \$400,000 plus. As of the first quarter, the Immunization fee fund was exceeding budget due to early year purchases of vacancies. As of the third quarter, revenues have caught up with expenditures and expenditures are within budget year to date. The TB control fee fund account is \$3,811 out of structural balance (expenditures exceed revenues) and the STD control account is \$2,188 out of structural balance. However, revenues are exceeding budget by \$17,892. The refugee fee fund revenues and expenditures exceed budget year-to-date but the account is structurally balanced. While expenditures for the fund as a whole are expected to come in under budget, revenues are exceeding budget. We will be checking with OMB as to whether a Board of Supervisor's action is needed to accept the additional revenues.

2. Environmental Services Finance Report

Ms. Diane Cabanillas

Agency 880 (County General Fund) is reporting revenues 2.94% or \$489 over the YTD budget. Agency 880 is funded by the County General Fund subsidy. Environmental Services collects enforcement revenue from non-permitted activities. These fines are associated with violations of the Environmental Health Code by persons and organizations not subject to obtaining a permit. The expenditures are 2.33% or 73,827 under the YTD budget. The amount is attributed to a Personnel variance, \$110,125, Supplies & Services variance of \$201,485, and a Capital Expenditure variance of \$17,533. Agency 881 (County Grant Fund) is reporting revenues 80.44% under the YTD budget and expenditures 25.39% under the YTD budget. Agency 881 is a grant from the Food and Drug Administration Department of Health and Human Services. Agency 883 (Environmental Fee Fund) is reporting revenues 0.71%, or \$100,969 under the YTD budget and expenditures 7.17%, or \$989,896 under the YTD budget. The decrease in revenue is primarily attributed to \$145,452 in delinquent permit fees. The positive variance in expenditures is made up of a Personnel variance of \$188,950, Supplies & Services variance of \$530,031 and Capital Expenditures variance of \$371,884.

ACTION ITEMS:

1. Public Health FY 17 OMB Budget Recommendation

Mr. Scot Pitcairn

The FY17 Public Health OMB Budget recommendation is as follows: General Fund: \$11,855,728; Grant Fund: \$42,884,495; and the Special Revenue Fee Fund: \$6,725,791. The total of all the funds is \$61,466,014.

President Steill asked for a motion to approve the Public Health FY 17 OMB Budget Recommendation. Motion was made by Mr. Don Cassano to approve the Public Health FY 17 OMB Budget Recommendation. Motion was seconded by Ms. Nedra Halley and the motion passed unanimously.

2. Environmental Services FY 17 OMB Budget Recommendation

Ms. Diane Cabanillas

The FY17 Environmental Services OMB Budget recommendation is as follows: General Fund: \$4,638,045; Grant Fund: \$67,198; and the Special Revenue Fee Fund: \$20,032,103. The total of all the funds is \$24,737,346.

President Steill asked for a motion to approve the Environmental Services FY 17 OMB Budget Recommendation. Motion was made by Mr. Don Cassano to approve the Environmental Services FY 17 OMB Budget Recommendation. Motion was seconded by Ms. Nedra Halley and the motion passed unanimously.

Adjournment

There being no further business, motion was made by Ms. Nedra Halley to adjourn the meeting. The motion was seconded by Mr. Don Cassano and the motion passed unanimously. President Steill adjourned the Finance meeting at 3:04 p.m.